



National Postal Mail Handlers Union Local 310

Enrollment Instructions

Step 1: Please Review All Plan Details

Step 2: Postal (Central United Life – Georgia) Form

- * Decide How Much Monthly Disability Protection You Want (and Elimination Period)
- * Put Your Initials in the Space Provided (and Circle the Desired Bi-Weekly Deduction Amount)
- * Put Total Bi-Weekly \$Amount and Total Allotment \$ in Space Provided
(please note: First Net has a \$2.00/Allotment Processing Fee)
- * Sign and Date Form

****ANY SCRATCHOUTS MUST BE INITIALED****

Step 3: Application for Insurance Form (2 Pages)

- * Complete All Primary Insured Information (Spouse / Child Coverage Not Available)
(complete name / birthdate / sex / height / weight / social security #)
- * Complete Home Address / City / State / Zip / Home Telephone / Employer /
Date Employed / Hours Worked / Occupation / \$ Monthly Income / Social Security #
(beneficiary information does not apply)
- ***Answer the Next 3 Questions (For the Past 30 Days ... / Used Tobacco .../ Will this Policy Replace or Change Any ...)**
- *Complete the Insurance Plans Section – Monthly Benefit (\$ amount of monthly protection you want) / Elimination Period (# Days that you selected) / Benefit Period (1 year is the benefit period) -- the rest of that section doesn't apply or your agent will complete (monthly premium will need to be calculated for Central United Life –it's for their records ... your bi-weekly premiums will be exactly as shown)



***Medical Questions** – DO NOT COMPLETE if working at least 27 hours
(questions/details below ... “if Guaranteed issue requirements are met

- *Sign (as Primary Insured) / Complete city/state/date information
- *Your agent will need to sign as well

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Step 4: Allotment Form (Firstnet) (if using payroll allotment)

- * Complete Firstnet Allotment Form – all information in top section required
(name/date of birth/first deduction (it will be the next pay cycle)/home address
(city/state/zip)/social security #/telephone #)
- * On the Central United Line – put bi-weekly deduction amount for desired protection in
the Total Column
- *Total Payments: Bi-Weekly Premium + \$2.00 Firstnet Transfer fee
- *Account # for transfer will be your Social Security # + 5580
- *Sign (as Allottee) / Date / and put email address

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Step 5: Bank Draft Form (if using bank draft)(VOIDED CHECK REQUIRED)

- * Check Central United Life Box (top of page)
- *Enter Your Banking Account Information
 - i. To – Your Bank Name
 - ii. Account Title (account holder name)
 - iii. Account # / Routing # / Date of Withdrawal / Account Type
(your Policy # will not be available until processing)
- *Sign the Form

ANY SCRATCHOUTS MUST BE INITIALED



Step 6: Enter Deductions on Postal Ease

* Use your completed Central United Life Allotment Form for Routing Information